

## QUALIFICATIONS ANALYSIS SHEET

<b>APPLICANT'S NAME:</b> 	<b>ANNOUNCEMENT NUMBER:</b> <b>POSITION TITLE, SERIES, AND GRADE(S):</b>
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### PRELIMINARY SCREENING *(check all that apply)*

<input type="checkbox"/> Postmarked/Received by Closing Date	<input type="checkbox"/> Within Area of Consideration	<input type="checkbox"/> Submitted Perf. Appraisal (MP/AMP Only)
<input type="checkbox"/> No Govt. Envelope/Fax Used	<input type="checkbox"/> Claims Veteran Preference	<input type="checkbox"/> KSA'S/SPF'S (Optional)
<input type="checkbox"/> U. S. Citizen	<input type="checkbox"/> Submitted Transcript/List of College Courses	

### QUALIFYING EXPERIENCE

DATES		TYPE OF EXPERIENCE (Position title, series, grade)	SPECIALIZED EXP.			GENERAL EXP.	
FROM	TO		YEARS	MONTHS	GRADE LEVEL	YEARS	MONTHS
TOTAL EXPERIENCE							

### QUALIFYING EDUCATION

DEGREE (BS, BA, MA, PhD)	MAJOR	MEETS BASIC SEM./QTR. HR. REQUIREMENTS (YES/NO)	MEETS DIRECTLY RELATED REQUIREMENTS (YES/NO)

### FINAL DETERMINATION

GRADE	MEETS TIME-IN-GRADE	MEETS BASIC	MEETS SPF'S	MEETS QUALITY CRITERIA/ QUALITY RANKING FACTORS	REFER (YES/ NO)

**REMARKS:**

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Name and Title of Qualifications Examiner

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Date